



**City of Saint Paul**

*Randy C. Kelly, Mayor*

*160 City Hall  
15 West Kellogg Boulevard  
Saint Paul, Minnesota 55102-1658*

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October 17, 2003

Council President Dan Bostrom, and  
City Councilmembers  
3<sup>rd</sup> Floor City Hall  
15 West Kellogg Boulevard  
St. Paul, MN 55102

Subject: Material for the October 22<sup>nd</sup> Budget Meeting

Dear Council President Bostrom and City Councilmembers:

The attached material has been prepared for your use as background, and will be used by presenters at next Wednesday's meeting. Please bring this packet with you to the meeting. The agenda is:

I. Review Mayor's Proposed 2004 Right-Of-Way Maintenance Assessments For 2004 Services (To Be Collected With 2005 Property Taxes): (Matt Smith):

A) Proposed Spending Plans For 2004 For Street Maintenance, ROW Administration, Sidewalk Reconstruction Program And Tree Planting.

Please see page 3.

B) Proposed Financing Plans For 2004 For Street Maintenance, ROW Administration, Sidewalk Reconstruction Program And Tree Planting.

Please see page 4.

C) Estimated Fund Balance For Right-Of-Way Maintenance Fund 225 For 12-31-03 and 12-31-04 and 12-31-05.

Please see page 5 and 6.

D) Mayor's Proposed 2004 Assessment Rates By Service Class (Public Hearing Set For Wednesday, November 5, 2003 City Council Meeting).

Please see page 7.

E) Estimated 2005 Budget For Fund 225 (Spending, Financing, Fund Balance, Cash Balance and Assessment Rates)

Please see page 8 and 9.

F) Billing Revenue Estimates (Real Estate Division's Front Footage Estimates Applied To Proposed Assessment Rates) And Delinquency Estimates For Billed Assessments.

Please see page 10.

Cordially,  
  
Matt Smith  
Director

cc: Dennis Flaherty, Deputy Mayor  
Greg Bles, City Council Fiscal Policy Director  
Budget Analysts  
Department Directors

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## 2004 BUDGET FOR THE STREET REPAIR & CLEANING FUND #225

### 2004 SPENDING PLAN

		42360	42361	42362	42363	42364	42365	42366	42340	42350
	<b>Total Budget</b>	Downtown Streets 1-A	Downtown Streets 1-B	Outlying Commercial Arterial St	Residential Streets	Oiled & Paved Alleys	Unimproved Streets R.O.W.	Unimproved Alley R.O.W.	Bridge, Stair & Fence	ROW Admin.
1	42360 Downtown Street Repair Class I-A	1,661,762								
2	42361 Downtown Street Repair Class I-B	181,829	181,829							
3	42362 Outlying Commll & Arterial Street Repair & Clean	5,749,004		5,749,004						
4	42363 Residential Street Repair & Clean	5,553,961			5,553,961					
5	42364 Oiled & Paved Alley - Repair & Clean	1,150,194				1,150,194				
6	42365 Unimproved Streets	70,691					70,691			
7	42366 Unimproved Alleys	39,957						39,957		
8	SUBTOTAL: DIRECT COSTS	14,407,398	1,661,762	181,829	5,749,004	5,553,961	1,150,194	70,691	39,957	0
9		100.00%	11.5341%	1.2621%	39.9031%	38.5494%	7.9834%	0.4907%	0.2773%	0.0000%
10	42318 Field Operations	511,158	58,957	6,451	203,968	197,048	40,808	2,508	1,418	0
11	42325 Neighborhood Cleanup	132,896	15,328	1,677	53,030	51,231	10,610	652	369	0
12	SUBTOTAL: FIELD COSTS TO BE ALLOCATED	644,054	74,286	8,128	256,998	248,279	51,417	3,160	1,786	0
13	SUBTOTAL: STREET MAINTENANCE FIELD COSTS	15,051,452	1,736,048	189,957	6,006,002	5,802,240	1,201,611	73,851	41,743	0
14		100.00%	11.53%	1.26%	39.90%	38.55%	7.98%	0.49%	0.28%	0.00%
15	42310 Street Repair & Cleaning - Admin.	1,675,559	193,260	21,146	668,601	645,917	133,766	8,221	4,647	0
16	42316 Street Repair & Cleaning Equipment	131,000	15,110	1,653	52,273	50,500	10,458	643	363	0
17	SUBTOTAL: COSTS TO BE ALLOCATED	1,806,559	208,370	22,800	720,874	696,417	144,224	8,864	5,010	0
18		100.00%	11.53%	1.26%	39.90%	38.55%	7.98%	0.49%	0.28%	0.00%
19	TOTAL SPENDING FOR STREET MNTC.	7,973,961	1,944,418	212,757	6,726,876	6,498,657	1,345,835	82,715	46,753	0
20	42340 Bridge, Fence and Stairway	1,387,429							1,387,429	
21	42350 Right-of-Way Administration	2,016,991								2,016,991
22	Partial Restoration of 2003 Traffic Cuts	400,000	133,333	133,333	133,333					
23	Sidewalk Repair Program	205,000	1,930	1,930	64,193	136,946				
24	Boulevard Tree Maintenance Program	1,845,000	17,372	17,372	577,737	1,232,518				
25	TOTAL SPENDING: FUND 225	22,712,431	2,097,054	365,392	7,502,138	7,868,122	1,345,835	82,715	46,753	1,387,429 2,016,991

## 2004 BUDGET FOR THE STREET REPAIR & CLEANING FUND #225

### 2004 FINANCING PLAN

2004 FINANCING PLAN			42360	42361	42362	42363	42364	42365	42366	42340	42350
		Total Budget	Downtown Streets	Downtown Streets	Outlying Commercial Arterial St	Residential Streets	Oiled & Paved Alleys	Unimproved Streets R.O.W.	Unimproved Alley R.O.W.	Bridge, Stair & Fence	ROW Admin.
26	7299 Transfer-In From General Fd - Clean Graffiti	35,346	0	0	0	0	0	0	0	35,346	0
27	2850 - Use of Streets (Temporary) Permits - ROW	1,002,500	0	0	0	0	0	0	0	0	1,002,500
28	3403 - Municipal State Aid	2,575,000	369,714	33,610	1,277,194	0	0	0	0	894,482	0
29	3450 - Trunk Highway Funds	339,886	49,351	4,486	170,487	0	0	0	0	115,561	0
30	3499 - County Aid	756,000	109,771	9,979	379,210	0	0	0	0	257,040	0
31	4204 - Maps, Publications & Reports (ROW)	4,900	0	0	0	0	0	0	0	0	4,900
32	4301 - Normal Activity Services - Street Maintenance	377,318	125,773	75,773	139,644	36,128	0	0	0	0	0
33	4301 - Normal Activity Services - Bridge, Fence & Stairways	35,000	0	0	0	0	0	0	0	35,000	0
34	4301 - Normal Activity Services - Right- Of-Way	565,168	0	0	0	0	0	0	0	0	565,168
35	5499 - Rentals (Bridge, Fence & Stairs)	50,000	0	0	0	0	0	0	0	50,000	No
36	Subtotal Street Maintenance Revenues	5,741,118	654,609	123,849	1,966,534	36,128	0	0	0	1,387,429	1,572,568
37	9830 - Use (Source) of Fund Balance (Fund 225)	2,471,966	795,832	111,665	745,922	7,382	317,979	37,376	11,386	0	444,423
38a	Special Assessments - Downtown 1-A	646,613	646,613	0	0	0	0	0	0	0	0
38b	Special Assessments - Downtown 1-B	129,878	0	129,878	0	0	0	0	0	0	0
39	Special Assessments - Outlying Commercial	4,789,682	0	0	4,789,682	0	0	0	0	0	0
40	Special Assessments - Residential	7,824,612	0	0	0	7,824,612	0	0	0	0	0
41	Special Assessments - Alleys	1,027,856	0	0	0	0	1,027,856	0	0	0	0
42	Special Assessments - Unimproved Streets	45,339	0	0	0	0	0	45,339	0	0	0
43	Special Assessments - Unimproved Alleys	35,367	0	0	0	0	0	0	35,367	0	0
44	Subtotal - SPECIAL ASSESSMENTS	14,499,347	646,613	129,878	4,789,682	7,824,612	1,027,856	45,339	35,367	0	0
46	TOTAL FINANCING: FUND 225	22,712,431	2,097,054	365,392	7,502,138	7,868,122	1,345,835	82,715	46,753	1,387,429	2,016,991
47	Assessments Are Less Than Costs By:	8,213,083	1,450,441	235,514	2,712,456	43,510	317,979	37,376	11,386	1,387,429	2,016,991

City of Saint Paul  
Department of Public Works  
ROW Maintenance Fund

City Council Budget Hearing 10/22/03  
Item I. C.

Fund Balance 12/31/02

Fund Balance	Cash
29,702,820	21,928,995

**Street Maintenance Fund - 225**

**2003 Projected Financial Results**

	Spending	Financing			Use of Fund Balance
		Assessments	Aids/Fees	General Fund	
Mntce Program	16,481,605	9,684,275	2,784,060		4,013,268
Forestry	1,800,000	1,800,000			
Sidewalks	200,000	200,000			
Bridge	1,384,490		1,349,144	35,346	
Right-of-Way	2,009,303		1,572,568		436,735
2003 Mayor's Transfer to GF	2,100,000				2,100,000
<b>Total</b>	<b>23,975,398</b>	<b>11,684,276</b>	<b>5,705,772</b>	<b>35,346</b>	<b>6,550,003</b>

Projected Fund Balance 12/31/2003

23,152,817	15,378,992
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**Street Maintenance Fund - 225**

**Mayor's Proposed 2004 Budget**

	Spending	Financing			Use of Fund Balance
		Assessments	Aids/Fees	General Fund	
Mntce Program	17,258,011	12,449,347	2,781,121		2,027,543
Forestry	1,845,000	1,845,000			
Sidewalks	205,000	205,000			
Bridge	1,387,429		1,352,083	35,346	
Right-of-Way	2,016,991		1,572,568		444,423
<b>Total</b>	<b>22,712,431</b>	<b>14,499,347</b>	<b>5,705,772</b>	<b>35,346</b>	<b>2,471,966</b>

Projected Fund Balance 12/31/2004

20,680,851	12,907,026 *
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**Street Maintenance Fund - 225**

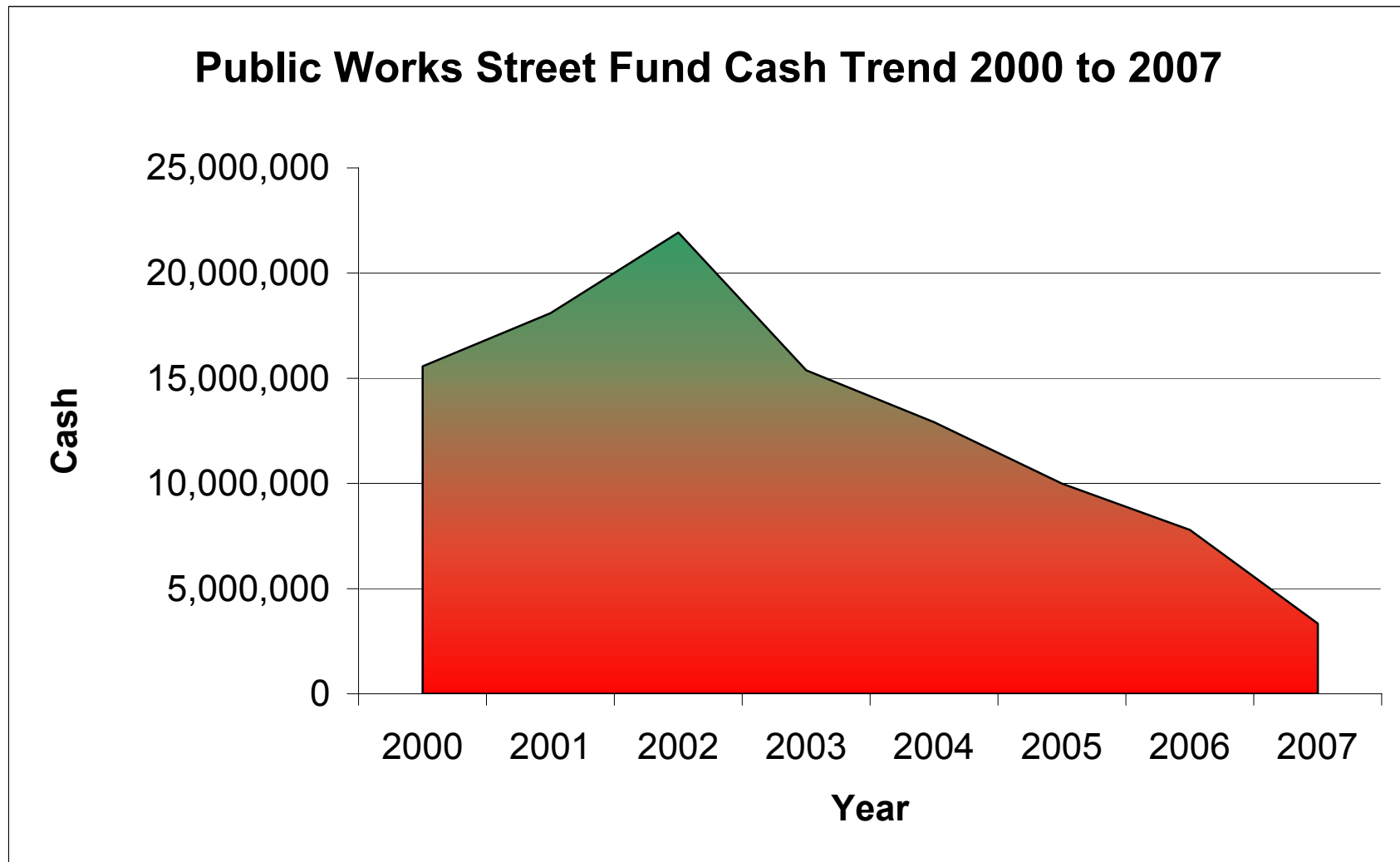
**Department Estimated 2005 Budget**

	Spending	Financing			Use of Fund Balance
		Assessments	Aids/Fees	General Fund	
Mntce Program	17,603,171	12,449,347	2,759,118		2,435,707
Forestry	1,881,900	1,845,000			
Sidewalks	209,100	205,000			
Bridge	1,415,178		1,379,831	35,346	
Right-of-Way	2,057,331		1,572,568		484,763
<b>Total</b>	<b>23,166,680</b>	<b>14,499,347</b>	<b>5,711,517</b>	<b>35,346</b>	<b>2,920,470</b>

Projected Fund Balance 12/31/2005

17,760,381	9,986,556 *
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\* Minimum level of Cash per 1991 Budget Goals and Policies \$10,853,088.85



City Of Saint Paul  
Department of Public Works  
Analysis of Revenue Impacts  
October 17, 2003

		Actual	<u>2002 Maintenance Program</u>		<u>2003 Mayor's Proposed</u>		<u>2003 Council Adopted</u>		<u>2004 Mayor's Proposed</u>	
		Front	Approved	Final Billed	Proposed	Proposed	Budget	Budget	Proposed	Proposed
		<u>Footage</u>	<u>Rate</u>	<u>Revenue</u>	<u>Rate</u>	<u>Revenue</u>	<u>Rate</u>	<u>Revenue</u>	<u>Rate</u>	<u>Revenue</u>
<u>Downtown Streets</u>										
I-A	Paved Streets	89,188	3.53	\$314,833.64	7.95	\$709,044.60	5.73	\$511,047.24	7.25	\$646,613.00
I-B	Brick Streets	13,280	5.53	\$73,438.40	9.95	\$132,136.00	7.73	\$102,654.40	9.78	\$129,878.40
				\$388,272.04		\$841,180.60		\$613,701.64		\$776,491.40
<u>Outlying Commercial &amp; Arterial Streets</u>										
II	Commercial Property	605,947	2.43	\$1,472,451.21	4.35	\$2,635,869.45	3.38	\$2,048,100.86	4.28	\$2,593,453.16
II	Residential Property	1,103,632	1.10	\$1,213,995.20	2.10	\$2,317,627.20	1.57	\$1,732,702.24	1.99	\$2,196,227.68
				\$2,686,446.41		\$4,953,496.65		\$3,780,803.10		\$4,789,680.84
<u>All Residential Streets</u>										
III	Commercial Property	450,436	1.76	\$792,767.36	3.30	\$1,486,438.80	2.52	\$1,135,098.72	3.19	\$1,436,890.84
III	Residential Property	3,209,910	1.10	\$3,530,901.00	1.80	\$5,777,838.00	1.57	\$5,039,558.70	1.99	\$6,387,720.90
				\$4,323,668.36		\$7,264,276.80		\$6,174,657.42		\$7,824,611.74
<u>All Oiled and Paved Alleys</u>										
IV	Commercial Property	160,983	0.86	\$138,445.38	0.86	\$138,445.38	0.76	\$122,347.08	0.76	\$122,347.08
IV	Residential Property	1,811,018	0.57	\$1,032,280.26	0.57	\$1,032,280.26	0.50	\$905,509.00	0.50	\$905,509.00
				\$1,170,725.64		\$1,170,725.64		\$1,027,856.08		\$1,027,856.08
<u>Unimproved Street Right-Of-Way</u>										
V	Commercial Property	10,196	0.66	\$6,729.36	1.92	\$19,576.32	1.29	\$13,152.84	1.63	\$16,619.48
V	Residential Property	28,720	0.44	\$12,636.80	1.14	\$32,740.80	0.79	\$22,688.80	1.00	\$28,720.00
				\$19,366.16		\$52,317.12		\$35,841.64		\$45,339.48
<u>Unimproved Alley Right-Of-Way</u>										
VI	Commercial Property	11,294	0.34	\$3,839.96	0.34	\$3,839.96	0.34	\$3,839.96	0.34	\$3,839.96
VI	Residential Property	137,074	0.23	\$31,527.02	0.23	\$31,527.02	0.23	\$31,527.02	0.23	\$31,527.02
				\$35,366.98		\$35,366.98		\$35,366.98		\$35,366.98
Total All Classes		7,631,678		\$8,623,845.59		\$14,317,363.79		\$11,668,226.86		\$14,499,346.52
									Net Revenue	\$2,831,119.66

## 2005 ESTIMATED BUDGET FOR THE STREET REPAIR & CLEANING FUND #225

2005 ESTIMATED SPENDING PLAN			42360	42361	42362	42363	42364	42365	42366	42340	42350
					Outlying		Oiled &	Unimproved	Unimproved	Bridge,	
			Downtown	Downtown	Commercial	Residential	Paved	Streets	Alley	Stair &	ROW
			Streets 1-A	Streets 1-B	Arterial St	Streets	Alleys	R.O.W.	R.O.W.	Fence	Admin.
			<b>Total Budget</b>								
1	42360 Downtown Street Repair Class I-A	1,694,997	1,694,997								
2	42361 Downtown Street Repair Class I-B	185,466		185,466							
3	42362 Outlying Commll & Arterial Street Repair & Clean	5,863,984			5,863,984						
4	42363 Residential Street Repair & Clean	5,665,040				5,665,040					
5	42364 Oiled & Paved Alley - Repair & Clean	1,173,198					1,173,198				
6	42365 Unimproved Streets	72,105						72,105			
7	42366 Unimproved Alleys	40,756							40,756		
8	SUBTOTAL: DIRECT COSTS	<b>14,695,546</b>	<b>1,694,997</b>	<b>185,466</b>	<b>5,863,984</b>	<b>5,665,040</b>	<b>1,173,198</b>	<b>72,105</b>	<b>40,756</b>	<b>0</b>	
9		<b>100.00%</b>	<b>11.5341%</b>	<b>1.2621%</b>	<b>39.9031%</b>	<b>38.5494%</b>	<b>7.9834%</b>	<b>0.4907%</b>	<b>0.2773%</b>	<b>0.0000%</b>	
10	42318 Field Operations	521,381	60,137	6,580	208,047	200,989	41,624	2,558	1,446	0	
11	42325 Neighborhood Cleanup	135,554	15,635	1,711	54,090	52,255	10,822	665	376	0	
12	SUBTOTAL: FIELD COSTS TO BE ALLOCATED	<b>656,935</b>	<b>75,771</b>	<b>8,291</b>	<b>262,138</b>	<b>253,244</b>	<b>52,445</b>	<b>3,223</b>	<b>1,822</b>	<b>0</b>	
13	SUBTOTAL: STREET MAINTENANCE FIELD COSTS	<b>15,352,481</b>	<b>1,770,769</b>	<b>193,756</b>	<b>6,126,122</b>	<b>5,918,285</b>	<b>1,225,643</b>	<b>75,328</b>	<b>42,578</b>	<b>0</b>	
14		<b>100.00%</b>	<b>11.53%</b>	<b>1.26%</b>	<b>39.90%</b>	<b>38.55%</b>	<b>7.98%</b>	<b>0.49%</b>	<b>0.28%</b>	<b>0.00%</b>	
15	42310 Street Repair & Cleaning - Admin.	1,709,070	197,126	21,569	681,973	658,836	136,441	8,386	4,740	0	
16	42316 Street Repair & Cleaning Equipment	133,620	15,412	1,686	53,319	51,510	10,667	656	371	0	
17	SUBTOTAL: COSTS TO BE ALLOCATED	<b>1,842,690</b>	<b>212,538</b>	<b>23,256</b>	<b>735,291</b>	<b>710,345</b>	<b>147,109</b>	<b>9,041</b>	<b>5,110</b>	<b>0</b>	
18		<b>100.00%</b>	<b>11.53%</b>	<b>1.26%</b>	<b>39.90%</b>	<b>38.55%</b>	<b>7.98%</b>	<b>0.49%</b>	<b>0.28%</b>	<b>0.00%</b>	
19	<b>TOTAL SPENDING FOR STREET MNTC.</b>	<b>8,133,440</b>	<b>1,983,306</b>	<b>217,012</b>	<b>6,861,413</b>	<b>6,628,630</b>	<b>1,372,752</b>	<b>84,369</b>	<b>47,689</b>	<b>0</b>	
20	42340 Bridge, Fence and Stairway	<b>1,415,178</b>								1,415,178	
21	42350 Right-of-Way Administration	<b>2,057,331</b>									2,057,331
22	Partial Restoration of 2003 Traffic Cuts	<b>408,000</b>	<b>136,000</b>	<b>136,000</b>	<b>136,000</b>						
23	Sidewalk Repair Program	<b>209,100</b>	<b>1,969</b>	<b>1,969</b>	<b>65,477</b>	<b>139,685</b>					
24	Boulevard Tree Maintenance Program	<b>1,881,900</b>	<b>17,720</b>	<b>17,720</b>	<b>589,291</b>	<b>1,257,169</b>					
25	<b>TOTAL SPENDING: FUND 225</b>	<b>23,166,680</b>	<b>2,138,995</b>	<b>372,701</b>	<b>7,652,181</b>	<b>8,025,484</b>	<b>1,372,752</b>	<b>84,369</b>	<b>47,689</b>	<b>1,415,178</b>	<b>2,057,331</b>



## 2005 ESTIMATED BUDGET FOR THE STREET REPAIR & CLEANING FUND #225

2005 ESTIMATED FINANCING PLAN			42360	42361	42362	42363	42364	42365	42366	42340	42350
		Total Budget	Downtown Streets	Downtown Streets	Outlying Commercial Arterial St	Residential Streets	Oiled & Paved Alleys	Unimproved Streets R.O.W.	Unimproved Alley R.O.W.	Bridge, Stair & Fence	ROW Admin.
26	7299 Transfer-In From General Fd - Clean Graffiti	35,346	0	0	0	0	0	0	0	35,346	0
27	2850 - Use of Streets (Temporary) Permits - ROW	1,002,500	0	0	0	0	0	0	0	0	1,002,500
28	3403 - Municipal State Aid	2,575,000	366,020	33,275	1,264,434	0	0	0	0	911,271	0
29	3450 - Trunk Highway Funds	339,886	48,604	4,419	167,904	0	0	0	0	118,960	0
30	3499 - County Aid	756,000	108,108	9,828	379,210	0	0	0	0	264,600	0
31	4204 - Maps, Publications & Reports (ROW)	4,900	0	0	0	0	0	0	0	0	4,900
32	4301 - Normal Activity Services - Street Maintenance	377,318	125,773	75,773	139,644	36,128	0	0	0	0	0
33	4301 - Normal Activity Services - Bridge, Fence & Stairways	35,000	0	0	0	0	0	0	0	35,000	0
34	4301 - Normal Activity Services - Right- Of-Way	565,168	0	0	0	0	0	0	0	0	565,168
35	5499 - Rentals (Bridge, Fence & Stairs)	50,000	0	0	0	0	0	0	0	50,000	No
36	Subtotal Street Maintenance Revenues	5,741,118	648,505	123,294	1,951,191	36,128	0	0	0	1,415,177	1,572,568
37	9830 - Use (Source) of Fund Balance (Fund 225)	2,920,470	843,877	119,529	911,308	164,744	344,896	39,030	12,322	0	484,763
38a	Special Assessments - Downtown 1-A	646,613	646,613	0	0	0	0	0	0	0	0
38b	Special Assessments - Downtown 1-B	129,878	0	129,878	0	0	0	0	0	0	0
39	Special Assessments - Outlying Commercial	4,789,682	0	0	4,789,682	0	0	0	0	0	0
40	Special Assessments - Residential	7,824,612	0	0	0	7,824,612	0	0	0	0	0
41	Special Assessments - Alleys	1,027,856	0	0	0	0	1,027,856	0	0	0	0
42	Special Assessments - Unimproved Streets	45,339	0	0	0	0	0	45,339	0	0	0
43	Special Assessments - Unimproved Alleys	35,367	0	0	0	0	0	0	35,367	0	0
44	Subtotal - SPECIAL ASSESSMENTS	14,499,347	646,613	129,878	4,789,682	7,824,612	1,027,856	45,339	35,367	0	0
46	TOTAL FINANCING: FUND 225	23,166,680	2,138,995	372,701	7,652,181	8,025,484	1,372,752	84,369	47,689	1,415,178	2,057,331
47	Assessments Are Less Than Costs By:	8,667,333	1,492,382	242,823	2,862,499	200,872	344,896	39,030	12,322	1,415,178	2,057,331

City of Saint Paul  
Department of Public Works  
Right-of-Way Maintenance Assessment Delinquency History  
October 17, 2003

	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>Six Year Average</u>	<u>Estimated 2003</u>	<u>Estimated 2004</u>
Assessments Receivable									
Current Year	7,154,217	7,130,186	6,774,241	7,540,919	7,098,200	7,786,428	7,247,365	11,200,233	13,895,476
1st Year Delinquent	224,880	215,518	223,553	212,350	236,607	192,178	217,514	297,508	379,527
2nd Year Delinquent	101,316	89,687	73,804	84,921	68,493	95,468	85,615	117,101	149,384
3rd Year Delinquent	67,662	61,744	43,235	44,689	30,134	53,910	50,229	68,701	87,641
4th Year Delinquent	51,789	39,944	30,685	28,551	15,184	17,601	30,626	41,889	53,437
5th Year Delinquent	65,776	48,806	37,618	34,818	13,216	10,990	35,204	48,151	61,426
Tax Exempt Property	1,451,987	1,440,409	1,400,584	633,199	288,449	46,439	876,844	199,315	279,951
Tax Forfeited Property	324,240	354,090	362,493	152,353	131,114	116,176	240,078	328,369	418,897
Total	<u>9,441,868</u>	<u>9,380,386</u>	<u>8,946,212</u>	<u>8,731,801</u>	<u>7,881,397</u>	<u>8,319,191</u>	<u>8,783,476</u>	<u>12,301,268</u>	<u>15,325,739</u>
Total Years 1 - 5 & Forfeit	835,664	809,791	771,387	557,682	494,748	486,323	659,266	901,720	1,150,312
Total Current Assessment									
Revenue	8,535,005	8,551,771	8,186,141	8,882,848	7,025,257	8,675,869	8,309,482	11,365,402	14,498,697
Percentage Delinquent	9.79%	9.47%	9.42%	6.28%	7.04%	5.61%	7.93%	7.93%	7.93%
Amount Actually Written Off	5,441	23,506	7,167	8,480	1,210	3,441	8,207	11,365	14,499
Percentage Actually Written Off	0.06%	0.27%	0.09%	0.10%	0.02%	0.04%	0.10%	0.10%	0.10%